Approved For Release 2002/02/12 : CIA-RDP78-04718A001200040956-5

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9 February 1954

MEMORANDUM FOR: Acting Deputy Director (Administration)

STATINTL

SUBJECT:

Proposed Notice No.

Employee Services -

Housing Information Service

(Job #391-REB)

- 1. Subject Notice is submitted for authentication.
- 2. This Notice advises all Agency personnel of the housing information service currently provided by the Employee Services Division, Office of Personnel. Although all new employees are apprised of this service at the time of their entrance on duty, the need is believed to exist to republicize the service at this time for the benefit of all personnel.
- 3. This Notice was originated by the Assistant Director for Personnel. Coordination has been effected with the following, and all have concurred without comment:

Deputy Director (Intelligence) Deputy Director (Plans) Comptroller General Counsel Assistant Director for Communications Director of Training Inspector General Director of Security

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STATINTL

Attachment Proposed N

RCS/REB:mrf

Chief, Regulations Control Staff Document No. No Change In Class. Declassified Class. Changed To: TS